



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Parks Make Life Better!"

John Wicker, Acting Director

March 29, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

30 March 29, 2016

LORI GLASGOW
EXECUTIVE OFFICER

**APOLLO PARK REFURBISHMENT PROJECT
APPROVE REVISED PROJECT SCOPE AND BUDGET,
AND APPROPRIATION ADJUSTMENT; AND
ADOPT YOUTH EMPLOYMENT PLAN
CAPITAL PROJECT NO. 87197
(SUPERVISORIAL DISTRICT 5) (4 VOTES)**

SUBJECT

Approval of the recommended actions will approve the revised project scope and budget, and appropriation adjustment; and adopt a Youth Employment Plan for the Apollo Park Refurbishment Project, Capital Project No. 87197, to provide sufficient funds to complete the project.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the revised scope to the previously approved Apollo Park Refurbishment Project is categorically exempt from the California Environmental Quality Act for the reasons stated herein and the reasons reflected in the record of the Project.
2. Approve the revised project scope and revised total project budget of \$604,000, from a previously approved budget of \$373,000, for the Apollo Park Refurbishment Project, Capital Project No. 87197.
3. Approve an appropriation adjustment to appropriate County Specified Project Funds and Per Parcel Discretionary Funds in the amount of \$116,000 to fully fund the Apollo Park Refurbishment Project, Capital Project No. 87197.
4. Adopt the Youth Employment Plan for the Apollo Park Refurbishment Project, as required by the Los Angeles County Regional Park and Open Space District.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will approve the revised project scope and budget increase for the Apollo Park Refurbishment Project (Project), previously adopted by the Board; allow the Department of Parks and Recreation (Department) to complete the Project at Apollo Community Regional Park, located at 4555 West Avenue G in the City of Lancaster; and adopt a Youth Employment Plan (YEP).

On May 13, 2014, the Board approved the Project for a total budget of \$373,000. The project scope consisted of repairs to the parking lot and existing Americans with Disabilities Act (ADA) access walkways and installation of water aeration systems. The Board authorized the Director of the Department to deliver the parking lot and ADA walkways through a Board-approved Job Order Contract (JOC) and the aeration systems through a vendor procured through the Internal Services Department (ISD), the County's Purchasing Agent.

After Board approval, it was determined that maintenance of the three-pump aeration systems originally selected for the Project would cause a potentially significant increase in ongoing costs to the Department. Instead, a one-pump aeration system was purchased. While, the one-pump design increased Project costs upfront, the design is more efficient, requires less maintenance, and would be more economical to the Department in the long term, resulting in greater savings to the County.

The repairs to the ADA walkways and installation of the water aeration system have been completed. However, during construction, it was determined that the necessary repairs to the parking lot would be more extensive than originally anticipated, and the parking lot would require a complete refurbishment. It was also discovered that the poles, electrical wiring, and fixtures of the existing security lighting along the ADA walkways would need to be replaced. To complete the Project, the Department requests the Board's approval to increase the Project budget and expand the Project's scope to include refurbishment of the entire parking lot area and installation of new security lighting along the ADA walkways. The parking lot would be delivered through a Board-approved JOC, consistent with the previously approved scope of work, and the security lighting would be purchased through a vendor procured through ISD.

On April 28, 2015, the Board of Regional Park and Open Space District Directors approved the reallocation of County Specified Project Funds and Per Parcel Discretionary Funds, pursuant to the Los Angeles County Safe Neighborhood Parks Proposition of 1992 and 1996 (Proposition A) for the Apollo Park Refurbishment Project; and on May 19, 2015, the Board authorized the Director of the Department to apply for and accept the Proposition A grant funds for the Project.

Youth Employment Plan

On June 26, 1997, the Board, acting as the governing body of the Los Angeles Regional Park and Open Space District (RPOSD), adopted a Policy for Projects funded by Proposition A (Policy). RPOSD's Policy requires that the grantee's governing body adopt a YEP for each Proposition A-funded project at a duly noticed public meeting. Approval of the recommend actions will adopt a YEP (Attachment II) for the Project in order to comply with the requirements of RPOSD's Policy. However, due to the technical upgrades and highly skilled labor required to perform the work, youth will not be employed for the Project.

Implementation of Strategic Plan Goals

The recommended actions will ensure the County's Strategic Plan Goal of Integrated Services Delivery (Goal 3) by investing in public infrastructure that will enhance activities that promote good health and social and emotional well-being.

GREEN BUILDING/SUSTAINABLE DESIGN PROGRAM

The Project supports the Board's Green Building/Sustainable Design Program by utilizing recycled products, such as asphalt for the pathways, and implementing water aeration systems that will provide environmental benefits to the lakes. The benefits include increased oxygen levels throughout water columns, promotion of beneficial bacteria growth, prevention of low-oxygen fish kills, oxidization/reduction of bottom muck, and expansion of oxygenated habitat for improved fisheries.

FISCAL IMPACT/FINANCING

The revised Project budget, including construction, administrative, miscellaneous costs, and County services, is \$604,000. The revised Project Schedule and Budget Summary are included in Attachment I.

On May 13, 2014, the Board approved the Project, with a total budget of \$373,000, funded by Fifth District net County cost. On June 22, 2015, the Board approved a transfer of \$115,000 in net County cost from the Department's Operating Budget to supplement the Project. The transfer was included in Fiscal Year 2014-15 Final Changes budget request.

Approval of the recommended action will approve an appropriation adjustment (Attachment III) to appropriate an additional \$116,000 offset by Proposition A Funds to fully fund the Project.

OPERATING BUDGET

Based on the Project description, the Department does not anticipate any one-time, start-up, or ongoing costs resulting from the recommended actions. The provisions of the Project have maintenance requirements that will be fulfilled with existing Department staff and resources.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the JOC.

The JOC contractor who is awarded this contract, will be required to fully comply with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program), Chapter 2.203 (Contractor Employee Jury Service Program), and Chapter 2.201 (Living Wage Program).

In accordance with the Board's Civic Art Policy, adopted on August 11, 2015, Civic Art Fees do not apply to the Project as the Project includes paving and technical equipment.

County Counsel has reviewed and approved this letter as to form.

ENVIRONMENTAL DOCUMENTATION

On May 13, 2014, the Board found the Project to be categorically exempt from CEQA. After Board approval, the project scope has been revised.

The revised scope to the Project is categorically exempt from CEQA. The revised scope, which consists of refurbishment of the entire parking lot area and installation of new security lighting along the ADA walkways, is within certain classes of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Sections 15302 (c), 15303 (e), and 15304 (a) of the State CEQA Guidelines, and Classes 1 (c), 3 (b), and 4 (a) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G, because the Project involves replacement or reconstruction of existing utility systems and/ or facilities involving negligible or no expansion of capacity; installation of accessory structures; and minor alterations to the condition of land.

The Project will not involve the removal of healthy, mature, and scenic trees. Additionally, the proposed project is not in a sensitive environment, and there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the proposed project's records.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The Project specifications require the contractor to coordinate its construction schedule with the daily functions and activities of the park facility to minimize disruption of services and to maintain access to the park area during construction.

It is anticipated that the Project will be completed by July 2016.

CONCLUSION

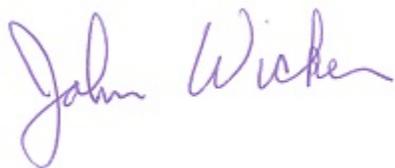
Please instruct the Executive Officer-Clerk of the Board to forward one adopted copy of this letter to the Chief Executive Office, Capital Projects Division, and three copies to the Department Parks and Recreation.

The Honorable Board of Supervisors

3/29/2016

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Respectfully submitted,



JOHN WICKER

Acting Director

JW:JG:DH:dq

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Internal Services (Countywide Contract
Compliance Section)

**DEPARTMENT OF PARKS AND RECREATION:
APOLLO PARK REFURBISHMENTS PROJECT, C.P. NO. 87197
APPROVE REVISED PROJECT BUDGET**

I. PROJECT SCHEDULE

<u>Project Activity</u>	<u>Scheduled Completion Date</u>
Board Action	March 2016
Design Documents	N/A
Jurisdictional Approval	N/A
Environmental Documents	N/A
Adopt and Advertise	May 2016
Award Construction Contract	May 2016
Construction Start	June 2016
Construction Substantial Completion	July 2016
Final Acceptance	July 2016

II. PROJECT BUDGET SUMMARY

Project Activity	Board-Approved Budget	Impact of this Action	Revised Project Budget
Land Acquisition	\$ 0	\$ 0	\$ 0
Construction			
Purchase Order Contract	\$ 55,000	\$ 45,000	\$ 100,000
Job Order Contract	270,000	210,000	480,000
Change Orders/Contingency	33,000	(33,000)	0
Department Crafts	0	0	0
Youth Employment	0	0	0
Construction Consultants	0	0	0
Telecomm Equip – Affixed to Building	0	0	0
Civic Arts	0	0	0
Subtotal	\$ 358,000	\$ 222,000	\$ 580,000
Programming/Development	\$ 0	\$ 0	\$ 0
Plans and Specifications	\$ 0	\$ 0	\$ 0
Consultant Services			
Site Planning/Civil Engineering/Survey	\$ 0	\$ 0	\$ 0
DPW Engineering Services	0	0	0
Geotech/Soils Report and Soils Testing	0	0	0
Material Testing	0	0	0
Cost Estimating	0	0	0
Construction Management	0	0	0
Construction Administration	0	0	0
Environmental	0	0	0
Utilities/Change Order	0	0	0
Other Expenditure	0	0	0
Subtotal	\$ 0	\$ 0	\$ 0
Miscellaneous Expenditures	\$ 0	\$ 0	\$ 0
Jurisdictional Review/Plan Check/Permit	\$ 0	\$ 0	\$ 0
County Services	\$ 0	\$ 0	\$ 0
Code Compliance Inspection	0	\$ 0	0
Quality Control Inspection	0	0	0
Design Review	0	0	0
Contract Administration	0	0	0
Project Management	0	0	0
Gordian Group	7,000	0	8,000
Project Management Support Services	0	1,000	0
ISD Job Order Contract Management	0	0	0
DPW Job Order Contract Management	3,000	0	10,000
ISD Communications/Data	0	7,000	0
Project Security	0	0	0
Project Technical Support	0	0	0
ISD Countywide Contract Compliance Section	5,000	1,000	6,000
Subtotal	\$ 15,000	\$ 9,000	\$ 24,000
TOTAL	\$ 373,000	\$ 231,000	\$ 604,000

**APOLLO PARK REFURBISHMENTS PROJECT
CAPITAL PROJECT NO.87197**

YOUTH EMPLOYMENT PLAN

BACKGROUND (Scope of Work)

The proposed Project will include repairs to the parking lot and existing Americans with Disabilities Act (ADA) access walkways, which have deteriorated asphalt and holes.

Tasks that may be performed by At-Risk Youth

Due to the technical upgrades and high level of skilled labor required to perform the work on the park's historical structures, there are no tasks that youth can perform for the Apollo Park Refurbishment Project.

Youth Employment Goal

The Youth Employment Goal established for the County was \$15,739,507.43. The County has exceeded this goal.

ATTACHMENT III

**APOLLO PARK REFURBISHMENTS PROJECT
CAPITAL PROJECT NO.87197**

APPROPRIATION ADJUSTMENT

(SEE ATTACHED)

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S. NO. 600

DEPARTMENT OF PARKS AND RECREATION

March 29, 2016

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2015-16

4 - VOTES

SOURCES

PARKS AND RECREATION
APOLLO PARK REFURBISHMENTS
A01-CP-91-R400-65043-87197
Rev: REG PARK AND OPEN SPACE DISTRICT-CP
INCREASE REVENUE \$116,000

USES

PARKS AND RECREATION
APOLLO PARK REFURBISHMENTS
A01-CP-6014-65043-87197
CAPITAL ASSETS - BUILDINGS & IMPROVEMENTS
INCREASE APPROPRIATION \$116,000

SOURCES TOTAL: \$ 116,000

USES TOTAL: \$ 116,000

JUSTIFICATION

The appropriation adjustment is necessary to fully fund the Apollo Park Refurbishments Project, Capital Project No. 87197.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

Malou Rubio
AUTHORIZED SIGNATURE MALOU RUBIO, DEPTL FINANCE MANGER II

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

30 MAR 29 2016

Lori Glasgow
LORI GLASGOW
EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR ---

- ACTION
RECOMMENDATION

- APPROVED AS REQUESTED
APPROVED AS REVISED

AUDITOR-CONTROLLER

BY [Signature]
March 15 20 16

CHIEF EXECUTIVE OFFICER

BY [Signature]
March 15 20 16

B.A. NO. 160